

DEPARTMENT OF HEALTH SERVICES

714/744 P STREET
SACRAMENTO, CA 95814



(916) 323-0503

September 16, 1988
CMSP Letter 88-9

TO: All CMSP County Welfare Directors

SUBJECT: IRCA Procedures, Elimination of CA 6 Process

This letter updates County Medical Services Program (CMSP) procedures for implementing the federal Immigration Reform and Control Act of 1986 (IRCA). The interim IRCA procedures issued in CMSP Letter 87-8 (August 26, 1987) are superseded and replaced by those in this letter. Corresponding CMSP Eligibility Manual changes will be issued in a future CMSP letter.

BACKGROUND

IRCA extends medical services to aliens who were not previously eligible for CMSP. IRCA (amnesty) aliens will possess one of two "IRCA" cards issued by the Immigration and Naturalization Service (INS).

Aliens with I-688A (red) cards have met initial eligibility requirements and have properly applied for an adjustment of their immigration status from illegal to amnesty lawful temporary resident (Please note that amnesty temporary resident aliens differ from other temporary resident aliens such as "visitors" to the U.S.). The I-688A is valid for six months, within which time the INS will either grant or deny temporary resident status. Otherwise eligible aliens with an I-688A card are entitled to the full scope of CMSP benefits until the expiration date shown on the card or until they are denied temporary resident status. Counties shall set the redetermination date on such IRCA aliens to coincide with this expiration date.

Aliens with I-688 (green) cards have been granted lawful temporary resident status. The I-688 card is valid for 32 months, within which time INS grants or denies permanent resident status. Otherwise eligible aliens with an I-688 card are entitled to the full scope of CMSP benefits until the expiration date on the card or until permanent status is denied. Annual redeterminations should be conducted except that a redetermination is due in the final eight months in which the I-688 card is valid. This redetermination date should coincide with the expiration date on the I-688 card.

Senate Bill 177 which was recently enacted repealed the CA 6 (Alien Status Verification) process. Effective October 1, 1988 all applicants for CMSP must declare their citizenship or alien status. Applicants are no longer eligible (if otherwise eligible) for CMSP while their alien status is being verified. Applications or retroactive applications must be denied if the applicant:

- o Refuses to complete and sign the CMSP Declaration of Citizenship Alienage, and Immigration Status (Attachment 1)
- o Refuses to or does not supply documentation necessary for verification of citizenship/alien status

All current beneficiaries must complete the CMSP Declaration of Citizenship, Alienage, and Immigration Status at redetermination, or when there is an alien/citizenship status changes. A separate declaration is required for each case member. After the initial declaration is verified and placed in the case file, a new declaration is necessary only when an alien/citizenship Status change occurs.

Alien Status Verification

A. General

All applicants who claim Satisfactory Immigration Status (SIS) on their Declaration Form should present INS documentation which is valid (Attachment 2). Documentation should be photocopied and filed in the case folder. Persons who declare they are citizens should be asked for supporting documentation when the county determines that conflicting or questionable evidence is presented. If an applicant has inadequate, unreadable, or no documentation, refer them to the INS to obtain proof of SIS. Please note that a receipt from INS is unacceptable documentation. An otherwise eligible applicant is not eligible for CMSP until SIS is established. Primary and/or secondary verification is required for all aliens seeking benefits.

B. SAVE System Input

To replace the CA6 alien status verification process, California will implement the Federal Systematic Alien Verification for Entitlement (SAVE) system. SAVE is an inter-governmental information sharing program designed to aid eligibility workers in determining an alien's immigration status prior to the granting of federally subsidized benefits. Two methods are available through SAVE: primary and secondary verification. Primary verification is the automated way to verify the immigration status of aliens who have an alien registration number, also called an A number or A series number. The A number is a series of seven or eight digits following the letter A. The SAVE response indicates SIS, lack of SIS, or the need for secondary verification. A response indicating SIS meets the

alienage eligibility requirement. All aliens applying for CMSP must have their immigration status verified through SAVE. CMSP counties will access the SAVE only through an on-line/batch AP22 transaction in the existing Income and Eligibility Verification System (IEVS) which allows for input of multiple alien registration numbers on one screen with an overnight response.

This option (B) is listed on the IEVS main menu. Attachment 3 shows a sample screen and detail concerning data input. "Batch" counties should send the State a file which has MEDS and IEVS (including SAVE) transactions. SAVE batch transactions are merely a type of IEVS transaction. The IEVS batch transaction format is a fixed length record of 200 bytes. Like the MEDS transaction formats, it consists of header data followed by the transaction data itself. Unlike MEDS, the transaction data is positional and not in the data element assignment format of "nnnn = value, ...". Each transaction will be on one record with no continuation records. For the AP22 transaction, the alien number is the only field required for the match. All other information (county, district, worker, case) are included only to properly route the system output.

C. Primary SAVE System Output

For each SAVE alien status verification requested through IEVS, the county will receive one of the following responses:

1. Legal Permanent Resident - Employment Authorized.
2. Cuban/Haitian Entrant - Temporary Employment Authorized
3. Section 245A Temporary Resident Temporary Employment Authorized.
4. Section 210 Temporary Residents Temporary Employment Authorized.
5. Institute Secondary Verification

Responses 1-4 indicate that the alien has SIS. Response 5 requires the use of the secondary verification system. Attachment 4 shows an example of the SAVE system output.

Some differences may occur when you compare SAVE data with data provided by the alien. The date of entry and social security number need not be considered for comparison of differences. Since the date of entry could be the alien's most recent entry into the U.S., it cannot be relied upon as indicative of when the alien was admitted as a lawful permanent resident. The INS does not have social security numbers for every alien on file. Items to check include the alien's registration number, name, date of birth, country of birth. Some differences are acceptable; when they are not, they require secondary verification. Acceptable differences are:

- o A name reversal with the last name appearing first
- o A shortened name, especially Spanish names such as:

Maria de los Angeles	as	Maria Angeles
Juan Gomez y Conde	as	Juan Gomez Conde
Maria Gomez de Martinez	as	Martinez, Maria Gomez
- o A recent marriage may not reflect a name change
- o A date of birth may have a transposed month and day elements for January 4, 1957 may appear as 040157 or 010457.
- o The country of birth may not be the country of nationality, i.e., state of legal allegiance.

The data received from the SAVE primary verification should be accurate and consistent with the information provided by the alien. The above examples are meant only as a guide. However, if you have any doubt as to the true identity or immigration status of the individual, do a secondary verification.

D. Secondary Verification

Secondary verification a manual process completed by INS. It is required when SAVE's primary verification response is "Institute Secondary Verification", when you have doubts, or when there are discrepancies, such as:

1. The documentation presented by the alien appears counterfeit, altered, or unfamiliar.
2. The document does not have an A number but it notes an immigration status.
3. The A number is in the A 60,000,000 or A 70,000,000 series according to INS, has not been issued.
4. The A number is in the A 80,000,000 series which is used for border crossings.
5. The document is any INS receipt.
6. The alien presents a foreign passport containing an I-181 or I-9 which is over one year old and the statement "processed for Temporary Evidence of Lawful Permanent Residence."
7. The alien presents an I-688A with an A number in the A 90,000,000. These documents and numbers pertain to amnesty aliens; they require special handling.

Secondary verification requires you to complete INS' G-845 form, and to send the G-845 and readable photocopies of original documents to INS' File Control Office (FCO). Aliens who present form I-688 or I-688A, i.e., amnesty aliens, must complete a consent-of-disclosure statement too (Attachment 5). You must submit this statement also to INS' FCO. A copy of form G-845 and completion instructions are attached (Attachment 6). INS promises to return the secondary verification information within ten working days.

INS will check the appropriate box on the G-845 after reviewing the submitted documents. Please see Attachment 7 for an explanation of possible SAVE responses. Generally, responses 1 through 11 indicate lawful U.S. residence. The 12th response shows that the documentation is invalid and the alienage requirement is not met. Responses 13 through 16 require additional action to obtain an INS determination of immigration status. Aliens are permanently residing in the United States under color of law (PRUCOL) if box 18 is checked on the back of the G-845; response 17 indicates they are not PRUCOL. Any other INS comments will be included in response 19. Applicants are not eligible until SIS is established.

E. Requests for Retroactive Benefits.

All alien applicants other than amnesty aliens (IRCAs) must complete a CA 6 when requesting benefits for September 1988. Send the CA 6 to INS only for aliens who cannot provide proper documentary proof of SIS. If an alien is otherwise eligible, you may grant full scope CMSP for September only while INS verification is pending. Effective October 1, 1988 all aliens must be processed through SAVE and are not eligible until SIS is established.

AID CODE/COUNTY ON-LINE PROCEDURES/COUNTY BATCH PROCEDURES

DHS has designated aid code 50 to identify CMSP IRCA eligibles for claiming available federal funds. Effective immediately, counties may submit on-line transactions (EW 05, EW 15, EW 20 or EW 30), to MEDS to report an eligible CMSP IRCA alien. The Aid Code which must be submitted in the "County-ID per MEDS" field, is Aid Code 50. The original CMSP Aid Code to which the alien is linked (84, 85, 88, 89) must be entered in the "ORIG-AID" field.

Once the on-line transaction has updated MEDS, the original Aid Code will be stored in the "ORIG-AID" field located on the MEDS "Pending Medi-Cal and Miscellaneous" inquiry screen.

Similarly, counties may report eligibility for CMSP IRCA eligibles via a batch process. The CMSP IRCA Aid Code 50 will be submitted as the Aid Code in the "County-ID per MEDS" field. The original Aid Code to which the CMSP IRCA eligible is linked (84, 85, 88, 89) will be submitted in the "ORIG-AID" field data element 1249. Data element 1249 is available for use with the EW 05, EW 20 or EW 30 transactions. Counties are not required to retain the original Aid Code information on their county system as this field will not be

included in the MEDS reconciliation process

Counties are reminded that all required information pertaining to the original Aid Code, such as share of cost, must be submitted on the on-line/batch transactions, since that information affects the CMSP eligibility status.

CMSP IRCA TRACKING

Until September 30, 1988, counties should continue to report all CMSP IRCA aliens (Aid Code 50) to DHS on the CMSP IRCA Log (Attachment 6) and forward it to:

Department of Health Services
County Health Services Branch
714 P Street, Room 523
P.O. Box 942732
Sacramento, CA 94234-7320
Attn: CMSP/IRCA

These logs are used by DHS to retroactively claim federal funds available for IRCA costs and to reimburse counties for IRCA eligibility determination costs.

In attachment 8 you will find a listing of CMSP IRCA aliens you have reported through September 1988. Only those individuals who are still eligible should be converted to Aid Code 50 using the on-line/batch procedures described in this letter. Any active CMSP IRCA aliens not on this listing must also be converted and reported on the CMSP IRCA Log by October 15, 1988.

Effective October 1, 1988, counties should discontinue use of the CMSP IRCA log since CMSP IRCA eligibles will be tracked on MEDS.

CMSP 237

IRCA aliens should be included where appropriate on the CMSP 237.

LIMITED SCOPE MEDI-CAL OBRA/IRCA INDIVIDUALS

Certain aliens eligible for Medi-Cal under IRCA will receive only emergency or pregnancy related services. These individuals will be in Medi-Cal Aid Codes 52, and 57. Limited scope Medi-Cal IRCA applicants may also apply for and receive CMSP benefits under the CMSP IRCA Aid Code 50.

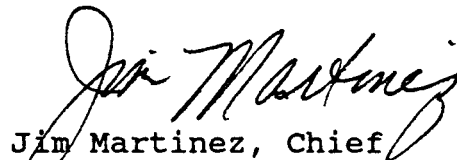
In cases where such dual eligibility is requested, counties are instructed to process both applications and, upon approval, input the cases into the MEDS system and the eligibility history file using the current "Aid Code 53 (LTC)/CMSP" dual card methodology. The Medi-Cal Aid Codes 52, and 57 should appear on MEDS (and cards generated by the system) and the CMSP card (Aid Code 50) should be "hand issued" and reported on form HAS 2007 to DHS.

Counties are encouraged to utilize personal computers (PC's) to generate "hand issued" cards. The CMSP will make State Legalization Impact Assistance Grant (SLIAG) funds available for such equipment purchases where justified.

DHS is developing a MEDS system change which will permit such dual eligibility to be in the MEDS system for both history and card production purposes. Counties will be notified in a future CMSP letter when this system is operational.

If you have any questions regarding this letter, please contact Albert Cooper of my staff at (916) 324-4892.

Sincerely,



Jim Martinez, Chief
County Medical Services Program Unit

cc: CMSP Contact Persons

AC/tn

CMSP DECLARATION OF
CITIZENSHIP, ALIENAGE, AND IMMIGRATION STATUS

Case Name _____ Date _____

Applicant Name _____

This form must be completed by all CMSP applicants. Refusal to complete this form will result in the denial of CMSP benefits.

General Information

1. Social Security Number _____

2. Are you a citizen of the United States of America? YES NO

3. If you are not a U.S. citizen enter your:

a. Alien Registration Number and/or Alien Admission (I-94)
Number _____

and

b. Your name and date you first entered the United States

Name _____ Date _____

4 All applicants must mark the one box which describes your current citizenship or alien immigration status:

- A. National of the United States
Specify Country _____
- B. Non-Immigrant alien with unexpired visa or unexpired parole status (visitor, student, parolee, etc.)
- C. Amnesty applicant (IRCA, I-688A)
- D. Lawful temporary resident (IRCA, I-688)
- E. Lawful permanent resident
- F. Conditional resident alien (unexpired I-551)
- G. Other lawful permanent resident
- H. American Indian born in Canada
- I. Unknown or unsure of status
- J. Other

Verification

You must present documents issued by the Immigration and Naturalization Service (INS) which indicate your status classification. If your documents are missing or unreadable, obtain replacements from INS. You will receive no CMSP benefits until your citizenship or alien immigration status has been verified and you are determined eligible for CMSP.

Declaration

I understand that I will receive no CMSP benefits until my citizenship or alien immigration Status has been verified and I am determined eligible for CMSP.

I understand that I must present alien status documentation requested by the county within 30 days

I understand that my citizenship or alien immigration status will be verified with INS if necessary.

I state under penalty of perjury, that the information given above is true to the best of my knowledge and belief.

Applicant Signature

Date

Further County action taken:

None necessary

SAVE primary verification. Date _____

INS G-845 form sent
(Document Verification Request). Date _____

PRUCOL established. Date _____

Eligibility Worker

Date

[illegible]

I-94 Arrival-Departure Record

Arrival-departure record issued by INS to nonimmigrant aliens and attached to an unexpired foreign passport. An individual in possession of this document may only be employed if the document bears an employment authorization stamp. The expiration date is noted on the face of the document.

601683547 00

U.S. IMMIGRATION
INS. MAR 20

EMPLOYMENT AUTHORIZED

1-94
Departure Record

MAILED
AUG 26, 1987

GRIFFIN
MARVIN
U. K.

16,04,62

Warning: A nonimmigrant who accepts unauthorized employment is subject to deportation.

Important: Retain this permit in your possession; you must surrender it when you leave the U.S. Failure to do so may delay your entry into the U.S. in the future. You are authorized to stay in the U.S. only until the date written on this form. To remain past this date, without permission from immigration authorities, is a violation of the law.

Surrender this permit when you leave the U.S.:

- By sea or air: to the transportation line.
- Across the Canadian border: to a Canadian Official.
- Across the Mexican border: to a U.S. Official.

Students planning to reenter the U.S. within 30 days of return in the same school: see "Arrival-Departure" on page 2 of Form I-20 prior to surrendering this permit.

Record of Changes

Port: _____

Date: _____

Carrer: _____

Flight #/Ship Name: _____

Departure Record

Alien Registration Receipt Card I-151

Issued by INS, prior to June 1978, to lawful permanent resident (lawful immigrant) aliens. There are numerous versions of this card because it was periodically revised. Although this card is no longer issued, it is valid indefinitely. This card is also commonly referred to as a "green card."

SMITH, JAMES JOSEPH

A-00 000 000

06-16-48

57 BOS 10-10-73

10413377

Alien Registration Receipt Card (Resident Alien Card) I-551

Issued by INS to lawful permanent resident (lawful immigrant) aliens. Valid indefinitely, this card is commonly referred to as a "green card" and is a revised edition of Form I-151

RESIDENT ALIEN

WEBSTER, JERRY

092037

AS INS RR

Tony Webster

99999999 11 38 792 85 21673

5325 75309 46 100 2439 56947

102675 002 104 23136 6289785

Alien Registration Receipt Card (Conditional Resident Alien Card) I-551

Issued by INS to conditional permanent residents such as alien spouses of United States citizens or lawful permanent residents. Although it is the same card as the I-551 issued to permanent resident aliens, this card is valid for a limited period of time. The expiration date is stated on the back of the card.

RESIDENT ALIEN

VALENZUELA-LOPEZ, VICTORIA CARM

031560 LI

A23057011

LOS CR1

Victoria Valenzuela Lopez

33057011 11 60 068 285 47437

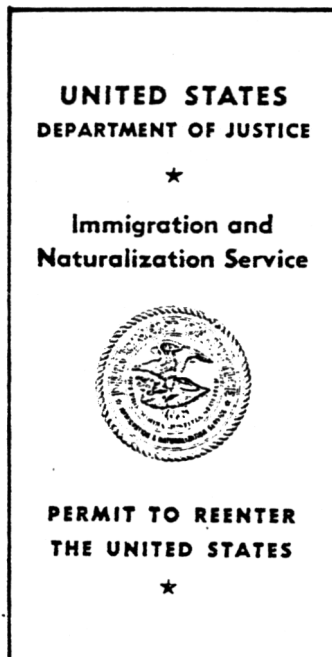
2445 03303 02 104 2760 23940

01 28 11882 222 224 6390286

THIS CARD EXPIRES 010189

Unexpired Re-Entry Permit I-327

Issued by INS to lawful permanent resident (lawful immigrant) aliens before they leave the United States for a one to two year period



2

1272351

3

NAME: _____ REGISTRATION NUMBER: A

ADDRESS IN U.S.: _____

DATE OF BIRTH: _____ COUNTRY OF BIRTH: _____ COUNTRY OF CLAIMED NATIONALITY: _____

SEX: _____ HAIR: _____ HEIGHT: _____ FEET: _____ INCHES: _____

VISIBLE SCARS AND MARKS: _____

VALIDITY OF PERMIT

PERMIT EXPIRES: _____ VALIDITY EXTENDED TO: _____ VALIDITY EXTENDED TO: _____

DATE AND LOCATION OF ISSUE: _____ DATE AND LOCATION OF OFFICE: _____ DATE AND LOCATION OF OFFICE: _____

INITIALS OF DISTRICT DIRECTOR: _____ SIGNATURE OF DISTRICT DIRECTOR: _____ SIGNATURE OF DISTRICT DIRECTOR: _____

PHOTOGRAPH

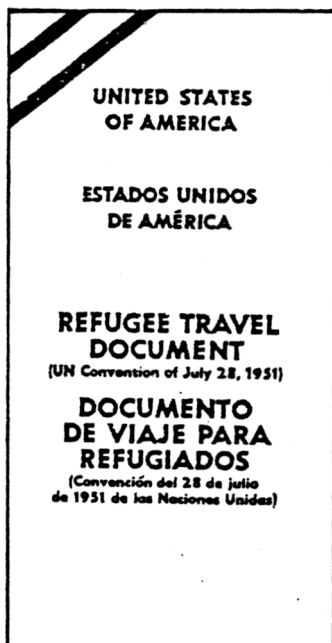
NOTICE

VALID FOR: ☐ One Entry Only ☐ Multiple Entries

A permit to reenter has no effect under the immigration laws except to show that the person to whom issued is returning from a temporary visit abroad and relieve him of the necessity of securing a visa from an American Consul before returning to the United States. It does not relieve him from meeting the other requirements of the immigration laws. Persons who have been convicted of or admitted having committed a felony or other crime or misdemeanor involving moral turpitude either before or after entering the United States, other persons, minors, insane, mentally or physically defective persons, those afflicted with loathsome or contagious diseases, and others found to be inadmissible under the immigration laws are subject to exclusion if attempting to reenter notwithstanding they may be in possession of permits to reenter.

Unexpired Refugee Travel Document I-571

Issued by INS to aliens who have been granted refugee status. The expiration date is stated on page four.



4

5

NAME: _____ REGISTRATION NUMBER: A

ADDRESS IN U.S.: _____

DATE OF BIRTH: _____ COUNTRY OF BIRTH: _____ COUNTRY OF CLAIMED NATIONALITY: _____

SEX: _____ HAIR: _____ HEIGHT: _____ FEET: _____ INCHES: _____

VISIBLE SCARS AND MARKS: _____

VALIDITY VALIDEZ

PERMIT EXPIRES: _____ VALIDITY EXTENDED TO: _____ VALIDITY EXTENDED TO: _____

DATE AND LOCATION OF ISSUE: _____ DATE AND LOCATION OF OFFICE: _____ DATE AND LOCATION OF OFFICE: _____

INITIALS OF DISTRICT DIRECTOR: _____ SIGNATURE OF DISTRICT DIRECTOR: _____ SIGNATURE OF DISTRICT DIRECTOR: _____

PHOTOGRAPH

RESTRICTIONS RESTRICCIONES

The permittee is not to be used for travel in the following countries: _____

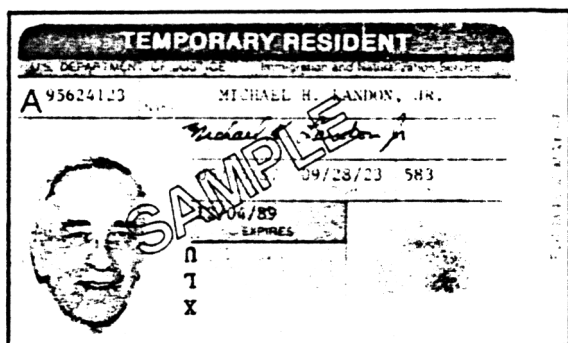
The permittee is not to be used for travel in the following countries: _____

The permittee is not to be used for travel in the following countries: _____

SIGNATURE OF HOLDER FIRM DEL TITULAR

Temporary Resident Card I-688

Issued by INS to aliens granted temporary resident status under the legalization or SAW programs.
It is valid until the expiration date stated on the face of the document.

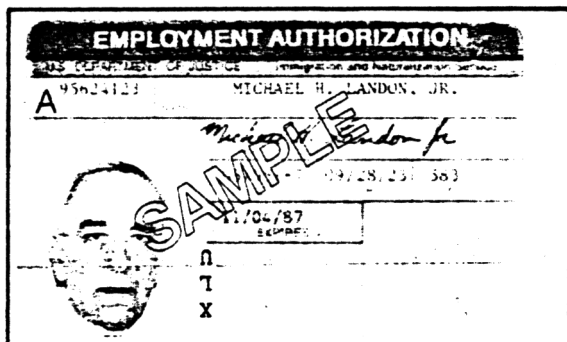


Presentation of this document will authorize a transportation line to accept the named bearer on-board for travel to the United States without liability under Section 273 of the Immigration and Nationality Act. Presentation of this document prior to the expiration date will authorize an immigration officer at a port of entry in the United States to permit the named bearer whose photograph, fingerprint and signature appear hereon to enter the United States and assume the status previously granted under Section 245A or Section 210 of the Immigration and Nationality Act, as amended.

This document is evidence of alien registration and must be carried at all times and is VOID if data on reverse is altered.

Employment Authorization Card I-688A

Issued by INS to applicants for temporary resident status after their interview for legalization or SAW status. It is valid for a period of six months from issuance and has the expiration date stated on the face of the card.



The person identified on the reverse is an applicant for Temporary Resident status under a provision of the Immigration and Nationality Act, as amended by P.L. 99-603. This document, presented during its validity period by the person to whom it was issued is a document of identity and employment eligibility required to be examined by an employer under Section 274A of the Act.

This document is evidence of alien registration and must be carried at all times and is VOID if altered.

ALSO VALID BUT NOT SHOWN:

- o INS Form AR-3A - Alien Registration Receipt Card
- o INS Form I-181 - Memorandum of creation of record of lawful permanent residence

SAVE ONLY OPTION (AP22)

If IEVS matches are not required, or if the SSN is not known and SAVE information is required, option "B" should be selected from the IEVS menu. After pressing "ENTER", a screen similar to the following will appear:

SAVE REQUEST FOR OVERNIGHT INS RESPONSE
COUNTY 34

MM/DD/YY

```

ALLEN-NUMBER LAST-NAME FIRST-NAME CASE-NUMBER OR-NAME WORKER DISTRICT
A000000000 smith john 99999999 t123 001
A111111111 = mary larry 88888888 w321 =
A222222222 jones = 77777777 =
A333333333 A444444444 A555555555
NOTE: ENTER "=" IF INFORMATION IS THE SAME AS PREVIOUS ENTRY
<PRESS "ENTER" TO RETURN TO MAIN MENU
```

REPORT: RS-SAV100-R001
PROGRAM: SAV100

06/24/88
PAGE 1

STATE OF CALIFORNIA - DEPARTMENT OF HEALTH SERVICES
SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS
IMMIGRATION AND NATURALIZATION SERVICE RESPONSE

COUNTY: DISTRICT: WORKER:

CASE-NAME-OR-NUMBER: NAME:

ALIEN-NUMBER

LAST-NAME

FIRST-NAME

DATE-OF-BIRTH

COUNTRY-OF-BIRTH

SSN

DATE-OF-ENTRY

EMPLOYMENT-ELIGIBILITY-MESSAGE

```
*****  
*                                           *  
*                                           *  
*                                           *  
*                                           *  
*****
```

BATCH CONTROL NO. :

Consent of Disclosure

I freely and voluntarily waive the confidentiality provision of the Immigration Reform and Control Act of 1986 (IRCA) to permit the Immigration and Naturalization Service (INS) to provide

Agency: _____

my alien status for purposes of determining my eligibility for

Type of Benefit: _____

I understand that the Immigration Reform and Control Act of 1986 (IRCA) precludes the Immigration and Naturalization Service (INS) from using, publishing, or making available information related to my application for adjustment to temporary residence except as provided by law (confidentiality provision).

Name (Printed): _____

Signature: _____

Date: _____

Directions for Form G-845

The G-845 should be completed as fully as possible. It is essential that the form contain enough information to identify the alien.

1. Alien Registration or I-94 Number: Enter the A-Number as the letter "A" followed by a series of seven or eight digits. You should include the Admission Number if available. The Admission Number is found on Form I-94 and in the Alternate ID field used on SAVE. The Admission Number may assist in the various searches made during secondary verification.
2. Applicant's Name: Enter last, first and middle names of the applicant. If the documentation indicated more than one variation of the name, enter all versions.
3. Nationality: Enter the foreign nation or country to which the applicant owes his allegiance. This is normally, but not always, the country of birth.
4. Date of Birth: Enter the birth date using the month-date-year format i.e. 01-12-66. If the complete date of birth is unknown, you should give all available information.
5. Social Security Number: Enter the alien's nine-digit Social Security Number if known. You should copy the number directly from the alien's Social Security card whenever possible.
6. Verification Number: Enter the Verification Number assigned from the SAVE primary search, if applicable.
7. Photocopy of Document Attached/Other Information Attached: Indicate that INS documentation is attached by checking the top box. The bottom box should be used if other information has been included in support or in lieu of INS documents.
8. Benefit/Your Case Number: Mark the blocks showing the entitlement benefit program(s) for which this alien has applied. The applicable case numbers should be noted or "pending" should be indicated if a case number has not yet been assigned.

The person submitting the G-845 should provide his name, title, telephone number and the current date. The name and address of the requesting agency or institution should be typed or stamped in the block labeled "From". The copies of the G-845 ordered from INS will include the address of the File Control Office responsible for processing the form.

U.S. Department of Justice
Immigration and Naturalization Service

OMB #1115-0122
Document Verification Request

1. Alien Registration or I-94 Number

2. Applicant's Name (Last, First, Middle)

3. Nationality

4. Date of Birth (Month/Day/Year)

5. Social Security Number

To: Immigration and Naturalization Service

Attn: Status Verifier/SAVE

From: Typed or Stamped Name and Address of Submitting Agency

7. ☐ Photocopy of Document Attached.
(If printed on both sides, attach a copy of the front and of the back.)
- ☐ Other Information Attached.

8. (Benefit)	(Your Case Number)
<input type="checkbox"/> AFDC	
<input type="checkbox"/> Education Grant/Loans/Workstudy	
<input type="checkbox"/> Food Stamp	
<input type="checkbox"/> Housing Assistance	
<input type="checkbox"/> Medicaid/Medical Assistance	
<input type="checkbox"/> Unemployment Insurance	
<input type="checkbox"/> Other (specify)	

Name of Submitting Official

Title of Submitting Official

Date

Telephone Number

THE SECTION BELOW FOR INS USE ONLY

INS RESPONSE: From the documents or information submitted and/or a review of our records we find that:

1. ☐ This document appears valid and relates to a Lawful Permanent Resident alien of the United States.
2. ☐ This document appears valid and relates to a Conditional Resident alien of the United States.
3. ☐ This document appears valid and relates to an alien authorized employment as indicated below:
 - a. ☐ Full-Time
 - b. ☐ Part-Time
 - c. ☐ No Expiration (Indefinite)
 - d. ☐ Expires on (Month/Day/Year) _____
4. ☐ This document appears valid and relates to an alien who has an application pending for (specify INS benefit): _____
5. ☐ This document relates to an alien having been granted asylum/refugee status in the United States.
6. ☐ This document appears valid and relates to an alien paroled into the United States pursuant to Section 212 of the I&N Act.
7. ☐ This document appears valid and relates to an alien who is a Cuban/Haitian entrant.
8. ☐ This document appears valid and relates to an alien who is a conditional entrant.
9. ☐ This document appears valid and relates to an alien who is a nonimmigrant (type or class): _____
10. ☐ This document appears valid and relates to an alien not authorized employment in the United States.
11. ☐ Continue to process as legal alien. INS is searching indices for further information.
12. ☐ This document is not valid because it

appears to be (check all that apply):

- a. ☐ Expired
- b. ☐ Altered
- c. ☐ Counterfeit

Do not write
in this block:
For INS status
verifier use only.

Stamp

☐ Please see reverse for additional comments.

Comments

13. ☐ This document relates to an alien who has filed an application for U.S. Residency pursuant to Section 245(A)(c)(5) or 210(b)(6) of the I&NA (Amnesty/SAW) which requires that your request be accompanied by an original consent of disclosure statement made by the alien applicant prior to INS divulging additional information..
14. ☐ No determination can be made from the information submitted. Please obtain a copy of the original alien registration documentation and resubmit.
15. ☐ No determination can be made without seeing both sides of the document submitted (*please resubmit request*).
16. ☐ Copy of document is not readable (*please resubmit request*).

"PRUCOL"

For Purposes Of Determining If Alien Is Permanently Residing Under Color Of Law Only!

17. ☐ INS actively pursues the expulsion of an alien in this class/category.
18. ☐ INS is not actively pursuing the expulsion of an alien in this class/category, at this time.
19. ☐ Other

Instructions

- Submit copies of both *front and back* of alien's original documentation.
- Make certain a *complete return address* has been entered in the "From" portion of the form.
- The Alien Registration Number ("A" Number) is the letter "A" followed by a series of (7) or (8) digits. Also in this block may be recorded the number found on Form I-94. (Check the front and back of the I-94 document and if the "A" Number appears, record that number when requesting information instead of the longer admission number as the "A" Number refers to the most integral record available.
- If Form G-845 is submitted without copies of applicant's original documentation, it will be returned to the submitting agency without any action taken.
- Address this verification request to the local office of the Immigration and Naturalization Service.

INS Responses for G-845

1. This document appears valid and relates to a Lawful Permanent Resident alien of the United States: This box reflects a valid I-551, I-181 or I-94 with the notation "Processed for I-551, Temporary Evidence of Lawful Admission for Residence." Immigration law allows this person to live and work in the U.S. on a permanent basis.
2. This document appears valid and relates to a Conditional Resident alien of the United States. This box means a valid I-551, I-181, or I-94 stamped with the notation "Processed for I-551, Temporary Evidence of Lawful Admission for Permanent Residence." This person is allowed to live and work in the U.S. under the law. However, INS will reevaluate their status in two years. Conditional resident alien status normally is granted to aliens that marry U.S. citizens, nationals or permanent resident aliens.
3. This document appears valid and relates to an alien authorized employment as indicated below: This indicates full or part-time employment, and also the period of employment. "Indefinite" will be indicated if there is no specific expiration date for employment eligibility.
4. This document appears valid and relates to an alien who has an application pending for: This box is used to indicate new immigration status or a change in immigration status. If a change of status is pending, the appropriate block indicating their current status also will be checked.
5. This document appears valid and relates to an alien having been granted asylum/refugee status in the U.S.: This box indicates an alien granted temporary refugee status or asylum in the U.S., because of persecution or a well-founded fear of persecution in his country of nationality.
6. This document appears valid and relates to an alien paroled into the U.S. pursuant to Section 212 of the I&N Act: This box shows temporary status for an alien who has entered the U.S. under emergency conditions or in the public's best interest.
7. This document appears valid and relates to an alien who is a Cuban/Haitian entrant: This indicates a temporary status for Cubans who entered the U.S. between April 15, 1980, and October 10, 1980, and also Haitians who entered the country before January 1, 1981.
8. This document appears valid and relates to an alien who is a conditional entrant: This box reflects a refugee who entered the U.S. or adjusted his status to lawful permanent resident alien under the seventh preference category of Public Law 89-236.

9. This document appears valid and relates to an alien who is a nonimmigrant: This box reflects an alien who is temporarily in the U.S. for a specific purpose such as a student, visitor and foreign governmental official.
10. This document appears valid and relates to an alien not authorized for employment in the U.S. This box is used to indicate the alien's status prohibits employment in the U.S..
11. Continue to process as legal alien. INS is searching indices for further information: This box is used to indicate INS is withholding judgment regarding the status or validity of documentation pending further investigation. It does not mean the applicant is an illegal alien or the holder of fraudulent documentation.

This document is not valid because it appears to be: This box reflects expired documentation, altered or counterfeit documents. The back of the G-845 will contain an explanation.

This document relates to an alien who has filed an application for U.S. residency pursuant to Section 245(A)(c)(5) of the I&NA (Amnesty/SAW) which requires that your request be accompanied by an original consent of disclosure statement made by the alien applicant prior to INS divulging additional information: This box means you must resubmit the G-845, readable copied documents and a signed consent of disclosure statement.

No determination can be made from the information submitted. Please obtain a copy of the original alien registration documentation and resubmit: This directs you to resubmit the G-845 with copies of the original alien documentation.

No determination can be made without seeing both sides of the document submitted: The G-845 has to be resubmitted with copies of both sides of each document.

Copy of document is not readable: The G-845 has to be resubmitted with higher quality copies of the original alien documentation.

INS actively pursues the expulsion of an alien in this class/category. This response means INS will deport the alien.

INS is not actively pursuing the expulsion of an alien in this class/category, at this time. This box reflects the alien is residing in the United States under color of law (PRUCOL).